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## Faculty Senate Executive Committee Agenda, October 20, 2003

Utah State University

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**Faculty Senate Executive Committee**  
**20 October 2003**  
**3:00 - 4:30 p.m.**  
**Champ Hall Conference Room**

AGENDA PACKET

3:00 Call to Order

[Approval of minutes of 22 September 2003](#)

Announcements - The next FSEC Lunch with the President will be on Thursday, the 6th of November.

3:05 Key Issues & Action Items

[Letter to Governor and Board of Regents](#)

[Board of Regents Budget requests](#)

Setting the Faculty Forum Agenda to be held on November 3rd

[Suggested Topics \(so far\)](#)

4:00 University Business

Administration

4:30 Adjournment

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**Faculty Senate Executive Committee Meeting Minutes for September 22<sup>nd</sup>, 2003**

**Attendance:**

Senators:	Kevin Kesler (0930)	Janis Boettinger (4026)	Vance Grange (2702)
	Kevin Doyle (4025)	Ed Heath (3306)	Bruce Miller (2232)
	Carol Kochan (2676)	Tom Kent (1189)	Marv Halling (3179)
	Dale Blahna (2544)		
Presenters:	Ruth Struyk (2223)	David Hansen (1645)	Linda Wolcott (2631)
	John Elsweiler (2636)	Joyce Kinkead (1706)	H. Craig Petersen (0004)
	Eric Hansen (1053)	Christine Hult (8619)	
Administration:	Stan Albrecht (1167)		
Excused:	Chris Coray (2861)	Dean Miner (801-370-8469)	

**Call to Order**

Kevin Kesler called the meeting to order at 3:07 pm.

**Minutes:**

Carol Kochan moved to accept the minutes of August 18th. The motion, seconded by Bruce Miller, was passed.

**Announcements:**

The next FSEC Lunch with President Hall will be held on Thursday, September 25, at noon in Champ Hall.

## **Committee Reports:**

### FEC Report

Ruth Struyk briefly presented the Faculty Evaluation Committee Annual Report. She explained that they are exploring FEC's in other universities, and find out how they conduct faculty evaluations, with the purpose of determining how best to conduct faculty evaluations at USU. Evaluations of distance education faculty, and online availability are some ideas being considered. Carol Kochan moved to place the FEC Report on the Consent Agenda. The motion, seconded by Dale Blahna, was passed.

### Bookstore Committee Report

David Hansen, the Bookstore Director, gave the Bookstore Committee Report. A chair is still pending on this committee. The newly renovated sections of the Bookstore have been completed, and were completed on time, and on budget. The only other item the Bookstore Committee is working on is the backpack issue, where to allow students to place backpacks while in the textbook section of the store. Dale Blahna moved to place the Bookstore Committee Report on the Consent Agenda. The motion, seconded by Janis Boettinger, was passed.

### LAC Report

Linda Wolcott introduced John Elsweler to give the Libraries Advisory Council Annual Report. The Council is newly formed as of January 2003, and the chair is still pending. The only items discussed in meetings since then are circulation grace period, and email notices of due dates and overdue material. Janis Boettinger moved to place the LAC Report on the Consent Agenda. The motion, which was seconded by Bruce Miller, was passed.

### EPC Business

Joyce Kinkead presented the EPC Business. The items EPC passed in their first meeting of the year was the combinations of two existing specializations in English, and the deadlines in program approval to make the scheduled bulletin. Bruce Miller moved to place EPC Business on the Consent Agenda. The motion, seconded by Vance Grange, was passed.

## **Key Issues and Action Items:**

### University Dashboard

Craig Petersen introduced the newly revised version University Dashboard. He compared the new version to the old version, and explained the improvements, and new elements added for easier understanding. He also reviewed the comparative data between USU and other peer and neighboring institutions. He also explained how to find the dashboard from the universities home page. Bruce Miller moved to place the University Dashboard presentation on the agenda as an information item. The motion, seconded by Dale Blahna, was passed.

### Emergency Preparedness/GIS Project

Eric Hansen acquainted the Executive Committee with the original need and consequent creation of Emergency Response information manuals for the buildings on campus. He explained that the bulky manuals were very informative, but less effective when information was needed quickly in an emergency situation. The proposal is to transfer the emergency information from the manuals to electronic format, which can be accessed through a GIS program. This will allow emergency response teams to come better prepared to an emergency. It also helps comply with current regulations. Janis Boettinger moved to draft a resolution supporting the GIS Project, and have the report placed on the Consent Agenda as an action item. The motion, seconded by Bruce Miller, was passed.

### Ombudsperson Proposal

Christine Hult defined then NFS Advance Grant as an effort to advance the status of women faculty in sciences and engineering. Efforts have been made in the past to change policy code to include ombudspeople into the colleges, and was passed, but when the consequent changes to the code were presented, the code changes were voted down. The need for Ombudspersons is to ensure due process for the issues being discussed, that procedures are being followed properly, and that cases will be heard fairly, particularly in cases presented by women. Discussions commenced concerning whether or not to send the proposal to the Faculty Senate, and Bruce Miller suggested that it would most likely be sent to PRPC anyway. Janis Boettinger moved to send the Ombudsperson Proposal back to PRPC for consideration of language changes to the previously failed code changes of three years ago. The motion, seconded by Bruce Miller, was passed.

### Resolution on Funding Priorities for Higher Education

Kevin Kesler passed out the recent resolution presented by the Utah Council of Faculty Senate Leaders, to support the budget proposal of the Board of Regents giving more funding to Utah's State Colleges and Universities. It was decided that some minor grammatical and clerical changes were needed to the resolution, but that the resolution was accepted. John DeVilbiss would present the proposal to the Faculty Senate. Bruce Miller moved to place the proposal on the agenda as an action item. The motion, seconded by Carol Kochan, was passed.

### **University Business**

Stan Albrecht gave the University Business. The USU issues presented to the Board of Regents meeting, were well received, including the budget presentation, the library and other building presentation. The President is meeting with all the legislators personally to present our budget to them, with the most important issues being salary compensation, health benefits, and department operating budgets. Administration is not recommending lifting the program moratorium. The Department Heads Terms issue is continuing to be negotiated, and proposal drafts are continuing to be revised. Tom Kent mentioned that most of their peer institutions have instituted terms for department heads, and are having positive experiences with it, even though there were a few minor political issues.

### **New Business**

Kevin asked for suggestions for topics for the upcoming Faculty Forum. Suggested topics were: Department Heads Terms, Ombudspersons, and faculty involvement in other institutions.

### **Adjourn:**

Kevin Kesler called for adjournment. The meeting adjourned at 4:58 pm.

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From: USU Faculty Senate

To: The Governor and the Utah State Legislature

We, the Faculty Senate of Utah State University, fully endorse the proposed budget request presented by the Board of Regents to the Governor and the Utah State Legislature.

As a State University we have a deep concern for our students. They represent the future of our state. We seek continued growth in the quality of our student body and desire to provide them with the education they deserve. However, with the increase in student population, the increase in cost of living, the loss of faculty to other institutions, the need for more faculty and improved facilities, and the lack of much needed financial support from the State, we, at Utah State University will not be able to maintain the quality of our educational efforts if we do not receive additional funding.

Therefore, we request that you give full support to the budget proposal submitted by the Board of Regents, thus providing the financial assistance the Utah System of Higher Education needs for continued growth and to maintain the quality of the academic programs of our state colleges and universities.



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### **Suggested Topics for the Faculty Forum - November 3, 2003**

Suggestions from the FSEC

Department Heads Terms

Ombudspersons

Faculty involvement in other institutions

Suggestions from the Senate

Funding for the Health Care system

The future of campus parking

Moving faculty evaluation from public websites to the QUAD

Graduate School student recruiting

Recruitment and Retention of female faculty in the college of engineering

A Faculty Union

Details on the Think Campaign.

Suggestions from Faculty - so far.

(Greg Jones)

Health Care Benefits

Upcoming Budget

Department Heads Term Limits

(Rob Lilieholm)

Faculty Union